



## The New York State Senate Fellowships

*Established 1965*

### Graduate/Post-Graduate/Mid-Career

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#### Legislative Fellowships (13)

#### Memorial Fellowships

Richard J. Roth Journalism Fellowship (1) • Richard A. Wiebe Public Service Fellowship (1)  
James L. Biggane Fellowship in Finance (1)

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**Thursday, September 10, 2015 through Wednesday, July 13, 2016**

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Application deadline is Tuesday, April 28, 2015. Each year there are approximately 16 fellowships.

All Senate fellowships are on-site in Albany, New York. Fellowships are not financial aid for academic work, on-campus or classroom study. Housing in Albany is the responsibility of the Fellow.

A Grant-in-Study Stipend is awarded — \$33,000 — distributed in biweekly installments prorated from the first day to the last day of enrollment. Some benefit options are available (health, dental, vision, life insurance, and the New York State retirement program).

Applications from a wide range of interests and disciplines are welcome and encouraged. Training in the history/politics/government of New York State is not required. Placements are usually to the office of an elected member of the Senate.

While Fellows are not Senate employees, after the program ends, Fellows may sometimes be hired to full employee status in the Senate. A great number of former Fellows are today employees of the Senate, the Assembly, the Executive Chamber, state agencies, associations, and lobbying firms.

# Fellowship Overview

## Legislative Fellowships, Roth Fellowship, Wiebe Fellowship, Biggane Fellowship

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### Basic Eligibility

In most cases, Fellows must be full-time matriculated graduate students in an accredited university during the immediate previous spring and fall semesters.

**Fellowships are open to all Academic Majors.**

The Biggane Fellow may be a person in mid-career, at the time of application. Biggane applicants need not be currently enrolled in graduate-level study, but must have previous graduate-level experience.

### Writing Samples

**The first** writing sample is an essay. Any topic is acceptable. The essay may be a paper or portion of a paper previously prepared for a class. The essay should be between 6-10 pages (double-spaced, single-sided 8.5 x 11).

**The second** writing sample is to be a policy proposal (single-spaced, one page).

**The third** writing sample is to be a rebuttal of your policy proposal (single-spaced, one page).

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The fourth writing sample is your Statement of Purpose. It should be no more than two single-spaced, 8.5 x 11 pages. The Statement should explain why you are applying, what you hope to accomplish, and which fellowship you prefer and why.

## Interviews and Selection

Interviews will be scheduled during the months of May and June and selections determined in July.

## Office Placement

All office placements are arranged by the Office of Student Programs only. Each Fellow is assigned to a specific office and is expected to function as a regular staff member.

While most placements are to the office of an elected member, the Roth, Wiebe, and Biggane placements are made to central staff offices rather than the office of an elected

member. The Roth placement is made to the Senate Majority Press Office, the Wiebe placement to the Majority Counsel/Program Services Office, and the Biggane placement to the Senate Finance Committee.

Concurrent employment, on-campus obligations, and class work that may conflict with fellowship commitments are prohibited. Upon arrival in September, Fellows participate in an orientation program in addition to regularly scheduled informational forums.



## Application Checklist

Applicants must submit a complete application, including the following:

- Application must be made on the **Official Application Form** or on the form provided at the website. Applications are not complete until the form and originals of all supporting materials are received and on file in the Office of Student Programs.
- Coursework-in-progress list signed by campus official (if not on transcript)
- Call Office of Student Programs to indicate your intent to apply
- Policy Proposal
- Rebuttal of Policy Proposal
- Statement of Purpose
- Writing Sample Essay
- Resume or CV
- All official transcripts** (graduate and undergraduate). Applicants should order official confidential transcripts from their academic institution early, to be mailed directly to the Office of Student Programs.
- Three letters of reference from persons familiar with the applicant's character, academic and/or professional abilities (at least two from faculty members).

**Nicholas J. Parrella, M.A., Director**

**Office of Student Programs**

**Mail to: NYS Senate, Legislative Office Building #1426, Albany, NY 12247**

**Location: 80 South Swan Street, Suite 1426, Albany, NY 12210**

**[www.nysenate.gov/department/student-programs](http://www.nysenate.gov/department/student-programs)**

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